Work Element 400

October 2002

Data Systems Development

PBC Work Element Manager – David Han

OBJECTIVE: to define, develop, implement and evolve/enhance the requirements defined by NSSDC government staff relating to data storage, access and performance.

SIGNIFICANT EVENTS:

- Continued to support the operations staff with data ingest and archiving as needed.

- Maintained the DIOnAS software suite and continued coding on enhancements to it.

- Continued planning of the system and processes to migrate NSSDC data to next generation of media.

- Coordinated with operations group for design and development of enhancements to DIOnAS; coordinate software testing in an operational environment.

- Continued to interface with the Database Administrator about operational databases and next generation database designs.

- Continued to interface with NOST and coordinate the development of the next functional version of the NOST-supplied core software for DIOnAS.

- Provided representation to the NSSDC Configuration Control Board.

Work Element 410

October 2002

Data Systems Development

PBC Work Element Manager – David Han

OBJECTIVE: to perform all the necessary, non-personal services required to manage contractor and sub-contractor staff supporting the Operations portion of the Space Science Data Operations Office (SSDOO). The contractor management team will meet with the NSSDC and SSDOO management staff to discuss significant events, updates, issues and concerns from the Operations Group. The Metrics Tracking System will be maintained current.

SIGNIFICANT EVENTS:

- Held Operations management staff meetings as needed.

- Held meetings with Operations staff as needed.

- Attended Government/Contractor meetings as scheduled.

- Provided representation to the NSSDC Configuration Control Board.

- Reported monthly PBC Metrics for September '02.

Work Element 421

October 2002

NSSDC Data Ingest

PBC Work Element Manager – David Han

OBJECTIVE: to ingest data into the NSSDC on-line, nearline and offline data archives.

SIGNIFICANT EVENTS:

- Continued to ingest ISIS –1 data, received 21 deliveries with a total of 21969 files. All were ingested in a timely manner.

- Continued to receive and archive data on physical media, a total of 50 GB on 57 from the FAST and NEAR Shoemaker missions.

- Continued to advise the software development team with operational insights for design and development of enhancements to DIOnAS; continued to support software testing in an operational environment.

- Continued to support the planning efforts for system and process design to migrate NSSDC data to the next generation of media.

- Continued data processing and ingest for the remaining data from NDADS, including Ulysses, Voyager, Mariner, ISIS,OSO-8 and Skylab.

Work Element 422

October 2002

NSSDC Data Ingest

PBC Work Element Manager – David Han

OBJECTIVE: to ensure that the data bundles entrusted to NSSDC are reliably findable, retrievable and usable into the indefinite future.

SIGNIFICANT EVENTS:

- Environmental monitors were checked each workday. The values recorded were out of compliance on 6 days. The PBC Work Element Manager was duly notified in a timely manner.

- Security was maintained and security procedures followed for the archive storage areas; there were no breaches.

- Continued to advise the software development team with operational insights for design and development of enhancements of JIN; continued to support software.

- Continued to support the planning efforts for system and process design to migrate NSSDC data to the next generation of media.

Work Element 423

October 2002

Request Coordination and Services

PBC Work Element Manager – David Han

OBJECTIVE: to provide user support and request activities coordination for all data center services.

SIGNIFICANT EVENTS:

- The following user support was provided: e-mail referrals - 9; telephone - 16; faxes - 1; scientific assistance - 5; e-mail support - 39; data services - 37; special projects - 18.

- A total of 2,316 shipments were made including 2 Federal Express shipments.

- We completed 2,260 requests for 2,285 Milky Way posters and 145 requests for 145 COBE posters. For several weeks in October we were out of labels for the posters and then we ran out of envelopes.   The labels have been received but we are still waiting on the envelopes.

- The first work day of October there were 187 un-read mail messages in the posters account and on the 21st day of the month there were 3,441. There was a total of 3,254 new messages received in October. On October 21st a message was added to the poster request form that we would not be taking any more poster requests as we are almost out of supplies.

- There were 125 MW posters and 7 COBE posters returned in October. The posters are returned for various reasons, mostly due to the recipient moving and not leaving a forwarding address.

- We received 5 hardcopy survey cards. All were satisfied. Comments included "the video was fabulous", "very friendly and service minded staff".

- Staff members continue to inventory all of the NSSDC photo archive data for the eventual creation of an Oracle database of all analog data.

Work Element 430

October 2002

NSSDC Data Ingest

PBC Work Element Manager – David Han

OBJECTIVE: to provide comprehensive information functionality related to availability of data, to all launched spacecraft and to many spaceborne experiments.

SIGNIFICANT EVENTS:

- Maintained and updated the NSSDC Master Catalog.

- Maintained and updated JRAND.

- Maintained and updated JEDS and IDA.

- Maintained AIM and TRF and made 21 updates to them.

- Resolved one problem report about the databases in a timely manner.

- No FILEX report was required this period.

- No SATX report was required this period.

- Prepared and issued SPACEWARN report in a timely manner.

Work Element 440

October 2002

Computing Systems Operations

PBC Work Element Manager – David Han

OBJECTIVE: to provide systems analysis and technical support to the operational computer activities of the NSSDC.

SIGNIFICANT EVENTS:

- Continued to maintain existing hardware (servers, Macs, PCs and peripherals) and system-level software – VMS, unix, Mac-OS, Windows, and other operational packages -- to ensure the optimal performance and connectivity. The average availability of systems for October 2002 was 99.82%.

- Continued to integrate new hardware and system-level software into existing systems to achieve upgraded capabilities and state-of-the-art facilities.   Installed new machine to become ftp server.

- Maintained security of the systems to minimize security breaches. No security breaches were detected in this reporting period.

- Continued to administer specialized software such as data base and disk management systems.

- Continued to provide users with the necessary documentation, training, and assistance so that resources are fully utilized.